

**Arlington Master Plan Advisory Committee**

**Central School, Lower Level - 7:00 PM**

**Minutes: March 5, 2015**

**Approved: April 2, 2015**

**Members present:** Charles Kalauskas, Wendy Richter, Pam Heidell, Melissa Tintocalis, Joe Barr, Harris Band

**Members absent:** Eric Bourassa, Carol Svenson, Sheri Baron, Ann LeRoy, Bob Radochia

**Also present :** Joe Curro (BoS), Carol Kowalski, Laura Wiener, Ted Fields, Joey Glushko, and David Fields (Planning Department)

Charlie Kalauskas called the meeting to order at 7 PM. At the onset of the meeting, a quorum was not present; a quorum was in attendance by the end of the meeting, and minutes of Feb. 5 were reviewed, amended and accepted at that time.

Handouts for this meeting included the following: Copies of the summary document “Your Town, Your Future;” an outreach meeting schedule, draft of Article 46 of the warrant for Town Meeting – endorsing the Master Plan; draft instructions for presenters at upcoming outreach meetings.

Charlie Kalauskas and Carol Kowalski reported on their presentation of March 4 before the Finance Committee. It is planned that the final version of the Master Plan will be on the town website next week; additional copies will be available at the Library.

**Outreach for Town Meeting Members:** We reviewed the master plan summary document – the 8-page “Your Town, Your Future” – which would be used for the outreach programs for Town Meeting members and the public. The schedule for the programs was confirmed. Light refreshments would be available for those in attendance.

Tues., 3/10	Dallin School
Wed., 3/18	Stratton School
Thurs., 3/26	Thompson School
Tues., 4/7	Central School

It is anticipated that coverage at each of the outreach meetings will be 2-3 MPAC members + 2 DPCD staff; an ARB member would try to attend. We reviewed the handout – Draft Instructions for Presenters. This is a guidance item, to help presenters in preparing for the outreach meetings.

**Town Meeting vote to endorse the Master Plan – Article 46.** Article 46, requesting Town Meeting to endorse the master plan, is the final article of the warrant. It is difficult to say what date this article will be discussed and come up for a vote. Consultant Judi Barrett will be in attendance for the presentation of the Article to help with questions; Planning Director Carol Kowalski, co-chairs of MPAC, and the ARB will be in charge of the presentation; it is desirable that the MPAC should also attend, if possible.

On Monday, March 9, the Board of Selectmen will have the warrant article hearing on Article 46; the ARB and the MPAC are invited to be in attendance.

Additional discussion followed:

- a. Design Guidelines RFP – 5 responses have been received; the following firms have made submissions: Favermann Design; Horsely Witten Group; A.G. Jennings, LLC with Carr, Lynch, and Sandell, Inc.; Cecil Group; and Gamble Assoc. The Planning Dept. and Harris Band (MPAC ) and Andy West (ARB) will join to review the submittals and select the contractor.
- b. It is expected that a Zoning RFP will be issued in 2016.
- c. Carol K. is reaching out to other communities to learn more about creation of the Implementation Committee, the group that will lead the response to the recommendations in the Master Plan and the implementation of its various parts.
- d. Saturday, May 30 has been tentatively selected as the date for the MPAC reception at the Kalauskas home.
- e. **May 28 has been added to the upcoming meeting dates for the MPAC.** At this meeting, probably the last for this committee, the committee will meet to disband, voting to dissolve the committee.

The meeting adjourned at 8:20 PM.

Minutes submitted by Joey Glushko